

Car Park Attendant Job Description

- Maintain operation at car park and ensure customers get high quality service and satisfaction
- Respond swiftly to sound of alarm attached to marked vehicles when activated and investigate disturbances
- Identify possible risks at car park and resolve conflict where it arises
- Carry out regular patrol of parking area and issue notices of payment to customers for non-compliance to parking terms and condition
- Carry out regular cleaning of car park to ensure it is tidy and organized always
- Respond immediately to all reports concerning damage to equipment, antisocial behavior, and/or unauthorized access and resolve all issues
- Ensure daily reports are produced showing irregular occurrences, such as damage to property
- Ensure a safe, hazard free, and clean parking environment.